

**WILLMAR PARK & REC BOARD  
SCHEDULED MEETING  
1:30, WEDNESDAY, NOV 20, 2019  
CIVIC CENTER ARENA**



**Members:**

Jim Anderson  
Rand Middleton  
Val Swanson

Thomas Gilbertson  
Andy Ogdahl

Abdirahim Hussein  
Rachel Skretvedt

**City Council Members:**

Rick Fagerlie

Julie Asmus

**Staff:**

Rob Baumgarn  
Curt Hein

Eric Banks  
Ryan Scheffler

Britta Diem  
Becky Sorenson

**Guest:**

Bob Slette

**AGENDA**

1. Approval of the Minutes
2. Public Forum
3. 4 Season Shelter update – Bob Slette, RAM Construction
4. Invest in Willmar update – Construction Manager at Risk and Architect
5. Summer Ice Discussion
6. Trap Club - Discussion
7. Coordinator Reports
8. Next Meeting – December 18, 2019

PLEASE RSVP BY CALLING 235-1454 OR EMAILING [bsorenson@willmarmn.gov](mailto:bsorenson@willmarmn.gov)

**Parks & Recreation  
2707 Arena Drive NE  
320-235-1454**

**Members Present:** Jim Anderson, Julie Asmus, Rick Fagerlie, Tom Gilbertson, Abdi Hussein, Rand Middleton, Andy Ogdahl, Rachel Skretvedt, Val Swanson

**Staff Present:** Rob Baumgarn, Eric Banks, Britta Diem, Curt Hein, Ryan Scheffler, Becky Sorenson

**Guest Present:** Mary Sawatzky

The meeting was called to order by Chairman Jim Anderson. He asked if anyone had any additions or corrections. As there were none, Chairman Anderson asked for a motion to approve the minutes. Val Swanson made the motion, seconded by Andy Ogdahl to approve the minutes from last month. Motion carried.

**2. Public Forum:** There was no one present for the public forum.

**3. Invest in Willmar - Construction Manager at Risk:** Rob stated that the committee had sent out RFP's to various companies to become the Construction Manager at Risk. Terwisscha, Marcus and Bolton & Menk returned their RFP's. The committee agreed to hire Marcus as Construction Manager at Risk. Rob stated that this was the first step. The next step is to hire an architect which will be a longer process.

Rand asked about the details - there will be four fastpitch softball fields built on the island portion of land south of the Arena with a concession stand in the middle (fields in a pie shape) These fields will replace the current fields at the high school as the field house will be built in that area. Rob stated that one softball field may not be affected. Rand asked if the new softball fields will be lighted. Rob answered that had not been determined yet. Depending upon the financial situation, hopefully one field may have lights.

Jim Anderson asked if the School had agreed to sell the City land for the field house. Rob said that there has been some preliminary talks but nothing will be decided until the plans are created which will tell us how much land is required.

The Construction Manager at Risk will be given a budget to work with and they need to stay within that budget or be penalized for exceeding the budget.

Jim Anderson stated that we are looking for a motion to approve Marcus Construction as Construction Manager at Risk. Tom Gilbertson made the motion, Julie Asmus seconded, motion carried.

**4. Swansson Field Committee:** Rob stated that staff had put together the Capital Improvement Plans for next year and included new lights and poles for Orange (Elsie) Field. There have been questions regarding the possibility of changing the lights/poles to Blue Field instead of Orange (Elsie). Mary Sawatzky was present to talk about ideas that the Committee has brought up. One thought was to avoid shutting Orange (Elsie) down for a full season by installing the lights at Blue and make further improvements to Blue.

## **PARKS & RECREATION BOARD**

**OCTOBER 23, 2019, PAGE 2**

Currently Orange has been considered the secondary field after Baker and was re-named Elsie Field after long time coach Elsie Klemmetson. The committee is considering whether changing the plan to install the lights and making improvements to Blue would make Blue the secondary field and how that affects the status of Elsie field. The committee is also asking if they can even be thinking about changing to Blue since Orange is specifically listed in the CIP.

Rob stated that in the original CIP project a year ago, all Swansson Fields were slated for lights but it was broken down to get Orange done. \$315,000 is the amount set aside for the project.

Plan A – Keep Orange as the main secondary field and install new lights

Plan B – Leave Orange as is, install a turf field at Blue and make it bigger by expanding fences.

Plan C – Rotate Blue by moving home plate to the northwest versus the southwest as it is now.

Julie Asmus asked what the Local Option Sales Tax covered for Swansson. Mary responded that included amenities were: a stadium, plaza area, concession/restroom, playground.

Mary stated that the committee, at this point, can't go ahead with the possibility of Blue as the CIP states Orange. She would like an okay from this Board to have Orange changed to Swansson (in case they decide to go with Blue). Rachel Skretvedt made a motion to recommend the CIP be modified to say Swansson instead of Orange. Val Swanson seconded. Motion carried.

**5. Rifle & Pistol Club Agreement:** Rob explained that we have an on-going agreement with the Rifle and Pistol Club in which the City takes care of the facility – cleaning, replacing blocks; and the Club takes care of staffing for all open range events. The Club carries insurance which they renew every year which renews their agreement with the City. No motion is needed. Rob will contact the Rifle & Pistol Club to remind them to renew their insurance.

**6. Willmar Trap Range Discussion:** Rob said he had contacted various cities and found that no city owns and operates a trap range. Rob said that, on the plus side, there is growing numbers of interest and we could provide programming that we have not been able to offer in the past. On the negative side, the actual building at the trap range is in bad shape and should be replaced and restrooms added. It also is not handicap accessible. The area does get flooded at times.

Rob said it would be a daunting task to take the Trap Range over. There is no membership list so it is not known how many members the club has. Currently, the coaches of the various groups are the safety officers. We would need to find staff and train them if the City were to take the Trap Range over. Val Swanson stated that we should ask the club for a membership list and that they need to get more organized. It was suggested to hold off for two or three years on a decision as there are many projects coming up in the next few years from the Local Option Sales Tax.

**7. Bylaws:** Rob presented the following as the mission statement - *The Willmar Parks & Recreation Department is committed to provide a wide variety of quality year-round recreational opportunities and activities for all ages and cultures. Also, to development and maintain a robust parks and trail system throughout the city.* Rand Middleton made a few minor changes, so it reads "for all ages and cultures and

**PARKS & RECREATION BOARD**  
**OCTOBER 23, 2019, PAGE 3**

to develop and maintain a robust parks and trail system throughout the city." The mission statement, as changed by Rand Middleton, was agreed upon by the Board.

**8. Park Signage:** Rob presented a picture of proposed signs for the neighborhood parks. The approximate cost of the signs are \$2,500-\$3,000 each. While everyone liked the idea of uniform signs at the parks, some felt the money could be better spent on other things. The consensus of the Board was to look for cheaper alternatives.

**9. Coordinator Reports:** Ryan Scheffler talked about the flag football program which will be playing on Thursday and ending the season on Tuesday. He was pleased with the number of kids registered, 117 total in the two grade levels – Gr. 1 & 2 and Gr. 3 & 4. Basketball and wrestling will be starting soon. Indoor soccer is happening at the City Auditorium. Ryan stated he is looking into adding a track and field program for the spring.

Eric Banks stated there is one more night of fall softball next Monday as this week was rained out. Adult hockey started last week. There were 9 teams in the Sunday Christian League and 5 teams in the Rec Wednesday league. 4 on 4 Basketball will be starting next week after an absence of many years. Volleyball Leagues (Co-Rec, Women's and Men's) and Winter Basketball league will be starting soon and we are taking registrations for those leagues. The Range will be opening on November 19 for its Tuesday/Thursday open shooting schedule. Eric said he is trying to expand the adaptive program offerings. He is also working with churches to increase the Church Softball League this coming summer.

Britta Diem talked about the activities at the Community Center – an "I Love Lucy" marathon, bingo, the Senior Club's fall bazaar which were all well attended. This month is also Hispanic Heritage month so there have been weekly events during October which were also well attended. Britta stated that the bikes have been put away for the winter. There were a total of 300 accounts created during the rental times with Robbins Island being the hub with the highest usage. There will be a Halloween Court Whist Tournament coming up at the Center.

Jim Anderson gave a "hats off" to Rob and Curt for the quick completion of the pickleball courts at Sperry Park. He also mentioned that, when funds allow, it would be good to put some wind break on the fence. He stated that there are strips that can be woven thru the fence that would help break the wind which he feels would be a better idea versus the wind screens that are on the Middle School tennis courts that seem to usually come loose and flap in the wind. Curt mentioned that the landscaping hasn't been completed at the pickleball courts due to the weather but there will be some shrubbery added.

AS there was no further business, Jim asked for a motion to adjourn. Tom Gilbertson made the motion, seconded by Rachel Skretvedt and passed. Meeting adjourned.

The next meeting will be November 20.